

IMPORTANT - READ CAREFULLY

This activity has been granted Continuing Medical Education (CME) units by the Army Medical Department Center and School (AMEDDC&S). They require that MCBC physician attendees (military and civilian) complete on-line pre-registration and post-course evaluation. Should the student fail to complete the required registration and evaluation, CME will not be granted. Registration through (the website) is for CME purposes only. In order to receive credits for this activity you must register on the CME website, prior to attending this activity, and then complete an evaluation from the same CME website after completing the activity. Below are instructions for registering and completing the evaluation.

To register for this activity:

- 1.) From a computer that has Internet access, connect to the following website:
<https://conus.mods.army.mil/cmeweb/>
- 2.) Click on **Participants** in the picture.
- 3.) Click the **Current Activities & Registration** button on the left hand banner.
- 4.) Select **2003** in the Fiscal Year drop down box.
- 5.) Click the **Retrieve** button.
- 6.) Scroll down the list of courses and click on ID **2003-0023** "Medical Management of Nerve Agent Casualties". Note the date for this course is 10/28/2002.
- 7.) A new window will appear with information regarding the course. After reading this information, click Register for Activity in the left banner at the top.
- 8.) Enter your login id and password and click the **Continue** button. **Note: if you don't have a login and password, skip to First Time Users, below.**
- 9.) A window will appear with your profile information on it. Verify your information is correct. Make any changes necessary. Scroll to the bottom of the window and click the **Register Now** button.
- 10.) A window will come up Thanking your for your registration.

First Time Users:

- 1.) Click the **New Registrants** button.
- 2.) Enter your SSN, First Name, Last Name, Place of Birth, and Facility where you work and click the **Continue Registration Process** button.
- 3.) The Registration form window will appear. On the top left banner, you will see **Congratulations! Your new Login ID and Password are Login ID: Password:.** Take note of your login ID and Password because you will need it to complete the evaluation.
- 4.) Complete the registration form and click the **Register Now** button at the bottom of the form.
- 5.) You will see a new window with instructions to set your password. You can either keep the same password or enter a new one. After entering the password, twice, click the **Reset Password** button.
- 6.) If you have successfully entered a new password, a window will appear indicating your Success. At this point you have been registered for the activity.

To complete the evaluation for this activity:

You may complete the evaluation for this activity after the course is completed. To complete the evaluation, do the following:

- 1.) From a computer that has Internet access, connect to the following website:
<https://conus.mods.army.mil/cmeweb/>
- 2.) Click on **Participants** in the picture.
- 3.) Click the **LOGIN!!** button on the left hand banner. It's the 6th button from the top.
- 4.) Enter Userid and Password. Note: Userid and Password are NOT case sensitive.
- 5.) Click **Login** under the Password field. Note: *If you have problems connecting to this site, call 1-877-MED-ARMY, MENU 5.*
- 6.) Click **Update Profile** on the left banner. It's the 4th button from the top.
- 7.) Verify existing data in your profile is correct. Fill in the missing fields in your profile. Make any changes necessary. **NOTE: MAKE SURE YOUR EMAIL ADDRESS IS CORRECT, BECAUSE YOU'LL GET YOUR CERTIFICATE VIA EMAIL.**
- 8.) Click the **Update Profile** button at the bottom, to save changes to your Profile.
- 9.) Click on the **Evaluations** button at the bottom of the left hand banner.
- 10.) Click the **Medical Management of Nerve Agent Casualties (2003-0023)** link in the ACTIVITY NAME column in the table.
- 11.) Complete the CME Activity Evaluation and click the **Submit Activity Evaluation** button on the bottom.
- 12.) Your certificate will be e-mailed to you, using the email address in your Profile.

Additional Information:

CME for the course will not be granted to any physician attendee until all physician registrants have completed the evaluation or 45 days have passed, whichever comes first.